

BOARD OF SELECTMEN

June 23, 2015

Minutes

The Board of Selectmen met on Tuesday, June 23, 2015 at 7:00 p.m. in the Town Hall Clark Room. Those present were Selectmen John Gorecki, Vanessa Hunnibell Moroney, Nathan Brown, and Lyn Lemaire. Town Administrator Timothy D. Goddard was also present. Peter Scavongelli arrived later in the meeting.

Also in attendance:

Alan Lehotsky, chair Housing Authority

Elizabeth Barnett, Housing Coordinator

Dafna Krouk-Gorden, Till, Inc.

Jessica Berber, Engineer, P.E.

Ross Speer, Davis Square Architects

Till, Inc. – Presentation / 338 Bedford Road Project

Alan Lehotsky, Chair of the Housing Authority said they have asked Till, Inc. to give a presentation on the proposed Affordable Housing Group Homes on 338 Bedford Road, Carlisle. He introduced Dafna Krouk Gorden, President of Till, Inc. and Ross Speer, the principal architect for Davis Square Architects who is responsible for the design. Mr. Speer presented slides that showed where they are presently with this project and a progress report on how they are moving forward. He described the project as being two buildings; Building A has four bedrooms (2420 sq. ft.) and Building B has five bedrooms (2970 sq. ft.). He said there is a patio between the two buildings. Mr. Speer said the design of the building is modern, with solar roofs. He explained that the stone-walls leading up to the housing will remain intact. While viewing the slides, Mr. Speer highlighted the features of the many windows, fire place and open-space kitchen/dining area.

Dafna Krouk Gorden spoke about Till, Inc., which she described as a human service organization. She thanked the Town for welcoming them into the community. Ms. Gorden talked about the age and disabilities of the people who receive services from Till. She said they operate houses throughout Massachusetts. Ms. Gorden said they provide various types and sizes of group homes. She also explained the eligibility process that individuals have to go through to qualify for placement in these homes.

Mr. Gorecki and the Board thanked Till for their presentation.

Mr. Gorecki said Barbara Bjornson has expressed interest in joining the Housing Authority. This will be a temporary appointment until the 2016 Annual Election.

On a motion made by Ms. Lemaire and seconded by Mr. Brown, it was unanimously **VOTED** to appoint Barbara Bjornson for an interim position on the Housing Authority that will end at the 2016 Annual Election.

Discussion of Deer Working Group mission statement

Mr. Gorecki said at our May 5, 2015 Town Election the residents asked the Board of Selectmen to place an article on the next Town Meeting warrant to regulate bow hunting on Town-owned lands as

an approach to deer management. He said the Selectmen are beginning to take the necessary steps to formulate a working group to establish some guidelines that could be taken to Town Meeting in the spring. Mr. Gorecki said this would be a proposal of what deer hunting would look-like in Carlisle. He presented a draft of a Deer Working Group Mission statement at a previous meeting for the Board to review. Mr. Brown suggested that in this document, the word 'deer' hunting be replaced with 'bow' hunting. Ms. Lemaire suggested having two working groups on this matter. She felt it was important to answer what seemed to be the first question; which is, should we have hunting on public lands in Carlisle. She said we have to know why and how we will have hunting in Carlisle.

Mr. Gorecki re-iterated that we have a warrant article that was approved that specifically charged the Board of Selectmen with placing an article on the next Town Meeting describing how to regulate bow hunting on Town-owned lands.

Mr. Gorecki said that it seems that the Town has answered the question 'whether' we should have bow hunting. He said we are now addressing the regulations on bow hunting. Mr. Brown said that the issues will come out through the process.

On a motion made by Mr. Brown and seconded by Mrs. Moroney, it was **vote 3 yes, 1 no** to approve the Deer Working Group Mission Statement as edited at tonight's meeting.

Discussion/vote re: Disposition of Greenough Barn

Mr. Gorecki said the Board has previously discussed the Greenough Barn Committee's recommendation to dispose of the Greenough Barn. He added that the Board has visited the Greenough Barn.

Mr. Gorecki said he met with the Conservation Commission at their meeting on June 18th and made the same presentation he provided to the Selectmen. At the end of that meeting they voted unanimously to support the recommendation that the Barn be removed. Mr. Gorecki said the Board of Selectmen has ownership of the Barn and therefore it is their decision whether to accept the recommendation of the Greenough Barn Committee, which is to remove the Barn.

Ms. Lemaire said a few weeks ago she attended the Mass Housing Partnership Institute Workshop.

Ms. Lemaire proposed a 40R project on the Greenough Land because the Greenough Barn falls under the classification as an old building. She asked Mr. Gorecki to refrain from making any further decisions on the Greenough Barn for six (6) months so that she could explore this option. She felt that perhaps she could build a relationship with MHP and DHCD and some of the housing organizations to get their support and help the Town get over the obstacle with the Greenough Barn, which is basically that Greenough Land was purchased with Federal funds and therefore cannot be used for housing.

Mr. Brown talked about the obstacles on the Greenough Land. He added that waiting until November to move or recycle the Barn may be too late in regard to the weather.

Mrs. Moroney said this was a good concept; however the Housing question on the Greenough Land has been answered many times. She added that the Greenough Barn has become a liability to the Town in regard to public safety.

Mr. Gorecki suggested a compromise. He said because we cannot do anything with the Barn until the 2016 Town Meeting that would give us until May, 2016 to explore other options. He suggested that the Board vote to accept the recommendation of the Greenough Barn Committee with the exception that if Ms. Lemaire has successfully managed to get housing there, we will not remove it. Mr. Gorecki said this will allow the committee to continue working on various options for the Barn. Mr. Gorecki said the Board will delay voting on this issue for two weeks.

Discussion of Emergency Notification System Policy

Mr. Gorecki said recently there was an issue with coyotes that were roaming the Conant Land and frightening some residents who were walking the trail with their dogs. He said the Town became aware of these incidents and sent out a notification to Town residents through Black Board Connect. Mr. Gorecki said Mrs. Moroney suggested bringing the Emergency Notification System Policy to our

meeting to review and make any necessary updates. Mrs. Moroney felt the policy should be amended in regard to *who* should send out these types of notifications. She said these types of notices should come from the Public Safety Group which is the Police/Fire Chief, the Town Administrator or the Board of Health. She said she strongly believes that information should be provided to citizens so they can make their own safety decisions. Mrs. Moroney suggested the placement of signs in the trails indicating that there have been coyote sightings.

Mr. Gorecki said the Emergency Notification system is Black Board Connect and residents have to subscribe to this service.

Mr. Goddard said Police Chief John Fisher could not attend this meeting. He added that the Police Department took this matter very seriously and they contacted the State Environmental Police who did not believe that this matter rose to the level of public emergency. Mr. Goddard said the Technology Committee is looking at revamping the website as an element of Social Media where messages of this type can be posted.

Mrs. Moroney said anything regarding public safety should come from the Town Administrator, the Police or Fire Chief.

Mr. Brown agreed with Mrs. Moroney regarding who has the authority to send out public safety messages. He added that in regard to placing signs on trails, this should only be done if there have been repeated episodes in that area.

Mr. Gorecki asked Mr. Goddard to remind Boards and Committees that these notifications should only come from the Town Administrator.

Appointments/Re-appointments (list attached hereto)

Three year re-appointments

The Board reviewed the list of Boards and Committees whose members were up for re-appointment of either one or three terms. Ms. Lemaire expressed concern over re-appointing the three incumbent members to the Zoning Board of Appeals for three years. She said these people do the type of work of those individuals who are elected to the Board of Health and Planning Board. She suggested that their re-appointment should be only for 90 days, or until the matter on the Long Ridge Road 40B is complete. She said appointing them for a three-year term would be premature.

Mr. Gorecki said he felt that by not appointing them for the three year term would be an indication that we did not have confidence in their abilities. He said they are doing a tremendous job. Mr. Gorecki said we can review this 40B process after it is complete.

On a motion made by Mr. Brown and seconded by Ms. Lemaire, it was unanimously **VOTED** to make the three-year appointments set forth in the document presented tonight with one amendment, which is the appointment of Mark Spears and Steve Pearlman to the Community Preservation Committee [instead of LTCR].

One year re-appointments

On a motion made by Mr. Brown and seconded Mrs. Moroney, it was unanimously **VOTED** to make the one-year re-appointments as presented and amended.

New three-year appointments

On a motion made by Mr. Brown and seconded by Ms. Lemaire, it was unanimously **VOTED** to appoint Kathleen Devivo-Ash to the Council on Aging for a three year term that will end on June 30, 2018.

New one-year appointments

On a motion made by Mr. Brown and seconded by Mrs. Moroney, it was unanimously **VOTED** to make the new one year appointments as presented and amended at tonight's meeting.

Mr. Goddard said Deb Bentley has expressed interest in joining the Carlisle Energy Task Force. Mr. Gorecki commented on the number of members already on this Committee and he suggested that Ms. Bentley be appointed as an associate member.

On a motion made by Mrs. Moroney and seconded by Ms. Lemaire, it was unanimously **VOTED** to appoint Deborah Bentley to the Energy Task Force as an associate member for a one year term that

will end on June 30, 2016.

Mr. Goddard said he has received an e-mail from Kacy Hurley stating that she would like to be a member on the Personnel Board. He said he met with Ms. Hurley who is an HR professional.

On a motion made by Mr. Brown and seconded by Mrs. Moroney, it was unanimously **VOTED** to appoint Kacy Hurley to the Personnel Board for a three year term that will end on June 30, 2018.

Resignation

On a motion made by Mrs. Moroney and seconded by Mr. Brown, it was unanimously **VOTED** to accept the resignation of Matt Hamor from the Carlisle Youth Commission with gratitude for his service.

Cemetery Deed –Request for burial in Green Cemetery

Mr. Gorecki said the Board of Selectmen/Cemetery Commissioners has received a letter [dated June 1, 2015] from Westford resident Thomas Unterberg requesting permission to purchase a cemetery lot in the Carlisle Green Cemetery. In the letter Mr. Unterberg explained that he is not a resident in Carlisle and neither were his parents however his grandparents and aunt and uncle are buried in the Green Cemetery. Mr. Gorecki added that Mr. Unterberg worked in the Town of Carlisle for many years and he and his family had strong ties with a cultural social group in Town. Mr. Gorecki said the Board of Selectmen as the Cemetery Commissioners have to decide whether we should grant permission to Mr. Unterberg to purchase a cemetery plot. The Board decided that this is not an unprecedented matter, and since there have been burials in the Green Cemetery of non-residents prior to this request; they agreed to allow this request.

On a motion made by Mrs. Moroney and seconded by Mr. Brown, it was unanimously **VOTED** to grant permission to Mr. Thomas Unterberg to purchase a plot in the Green Cemetery.

New Business

Mr. Gorecki said the first item under new business is relative to the Minuteman Regional Vocational and Technical School District. He said the Board has received a copy of a letter that was sent from the Town of Belmont to the Massachusetts School Building Authority (MSBA) asking that they postpone taking action on the recent request by Minuteman to move the MSBA project into Module 4 and to begin schematic design work on a new school building which is designed to serve 628 students. He said he has not had an opportunity to read through the entire letter and attachments and therefore would like to postpone this discussion until the Board's July 14th meeting.

The second item was a letter from the Minuteman School relative to the process of incurring debt. The letter stated that the intent of the School Committee is to not ask the Towns for permission to incur the debt but to go directly to a ballot vote. This issue will also be discussed at the next meeting so the Board can better understand the process. Mr. Gorecki added that he forwarded that letter to Town Counsel for review.

Town Administrator Report

1 Cranberry Bog Extension Agreement Mr. Goddard presented a 90 day extension of the License agreement for the Cranberry Bog property for Mr. Gorecki to sign. He said the Board has a copy of the new agreement for review however this extension document will allow Carlisle Cranberries, Inc. to continue the management of the Cranberry Bog property for the interim period of the expired agreement and the beginning of the new Lease.

On a motion made by Mr. Brown, and seconded Ms. Lemaire, by it was unanimously **VOTED** to sign the License Agreement dated 6/23/15 as presented.

Conservation Commission Wetlands Protection Act (WPA) Intents Account Luke Ascolillo, chair of the Conservation Commission was present to ask the Board to approve the use of \$3,755.77 from the Commission's WPA Intents account for the purpose of funding three hours per week for the Administrative Assistant position, as approved by the Finance Committee for FY16.

On a motion made by Ms. Lemaire and seconded by Mrs. Moroney, it was unanimously **VOTED** to authorize the use of \$3,755.77 from the Wetlands Protection Act Intents account as set forth in the memo provided dated June 22, 2015

School Surplus IT Equipment A list of technology equipment was submitted by the School Department for the Board to vote as surplus for the purpose of disposal.

On a motion made by Ms. Lemaire and seconded by Mrs. Moroney, it was unanimously **VOTED** to declare as surplus the list of technology equipment dated June 17, 2015 provided by the School Department for the purpose of allowing the School's IT Department to dispose of it.

Annual Town Meeting Timeline – Draft Mr. Goddard prepared a preliminary timeline for our Town Meeting planning process for 2016. He said this document was prepared with the goal of having the Town Meeting the week before April vacation. He also attached some information from the *Municipal Advocate* regarding the timing of Town Meetings and Elections in various Towns in Massachusetts.

Mr. Gorecki said he discussed moving Town Meeting up a few weeks with Kevin Perkins, chair of the Finance Committee. Kevin felt that the timing may be a little tight however it was not impossible. Mr. Gorecki suggested having Town Meeting perhaps the first week in May which would give us extra time to prepare for any additional articles that may be submitted. This item will be discussed again at a future meeting.

Bruce Freeman Rail Trail Phase 2A Groundbreaking event Mr. Goddard said the Board has been invited to the groundbreaking for Phase 2A of the Bruce Freeman Rail Trail on Thursday, June 25th at 11:00 a.m. at NARA Park in Acton.

STAM Professional Certification Mr. Goddard said he was awarded professional certification by the Small Town Administrators of Massachusetts on June 11th. He said this was the result of the professional certification application that he submitted with the Board's support a few months ago.

Mr. Scavongelli arrived at 9:00 p.m.

Liaison Reports

Mr. Gorecki reported on the Financial Management Team meeting which occurred this morning. He said Local Receipts for the month of May are on target with our goals.

Mr. Gorecki said the Assessor noted that so far the new growth figure is \$9.5million.

Mr. Gorecki said the School Business Manager reported that the School Auditorium is being refurbished and the School Library is being overhauled with funds donated from CEF.

Mr. Brown said the Technology Working Group met recently and he added that they will have some recommendations for the Board within a few weeks.

Mrs. Moroney said the Housing Production Plan committee is continuing to meet.

Minutes

On a motion made by Mr. Scavongelli and seconded by Mr. Brown, it was unanimously **VOTED** to approve the June 9, 2015 Board of Selectmen meeting Minutes as amended.

Executive Session

At 10:00 p.m. a motion was made by Mr. Scavongelli to go into Executive Session pursuant to MGL Ch. 30A, §21(a) paragraph (3) to discuss strategy with respect to litigation as an open meeting may have a detrimental effect on the Town's litigating position and that afterwards the Board will not return to open session. The motion was seconded by Mrs. Moroney and the following roll call vote was taken: Gorecki – aye; Moroney – aye; Brown – aye; Lemaire – aye; and, Scavongelli – aye.

Respectfully submitted by Margaret Arena